



**KENTUCKY REGISTERED SANITARIAN
EXAMINING COMMITTEE
275 EAST MAIN STREET, HS1E-B
FRANKFORT, KY 40621**

The meeting of the Registered Sanitarian Examining Committee was called to order on November 29, 2007 at 1:00 at Greenbow State Resort Park.

Those in attendance were:

Roy Foushee	Chair
Ed Cecil	Director West Area
Dan Troutman	Director South East Area
Matt Rhodes	Director North Central Area
Beverly Joy Watkins	Executive Secretary
Guy F. Delius	Secretary, Cabinet's Representative

The Committee reviewed the minutes of the previous minutes from August; Matt Rhodes provided a motion to accept the minutes with changes.

Ed Cecil, Seconded.

All in Favor

Guy Delius discussed the press release issued by the Cabinet relating to the new computer online R.S. ceu tracking system. A press release was drafted and issued through the Cabinet's communications office. The Committee agreed that this is a great public relations tool, and was very timely to have it released to the media. Guy asked that directors be thinking how to take further advantage of press releases and media events.

Joy provided an update of the delinquent status of remaining sanitarians who have not paid fees and/or acquired the required contact hours. Joy provided a current list of persons who have not paid.

Motion to provide a letter of suspension to all active members who have not paid, inactive members who have not paid, and those active members who have insufficient contact hours.

Motion by Dan Troutman.

Ed Cecil, Seconded.

All in Favor

Roy Foushee agreed to draft a suspension letter for us to review and send out asap.

Matt Rhodes discussed a TRAIN profile sheet for Registered Sanitarians. Mr. Rhodes developed a sheet for the Committee to review. Mr. Rhodes will draft a letter for the committee to review regarding this profile sheet at the next meeting.

The Committee Discussed the Scantron Test Grading System. The Committee agreed to not pursue acquisition at this time.

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The Committee discussed the possibility of online study books for Salvato and others. Ed Cecil agreed to work with Roy Foushee to contact ECU to discuss the possibilities of acquiring the book online or linking to ECU's page and report at next board meeting. Joy agreed to discuss with our IT staff to see if our web page could handle the online books.

The Committee discussed the development of the new Exam, and discussed test questions. Roy Foushee discussed the Exam and collected any questions for the vendor. The Committee has paid the vendor for the first and second section development of the exam. Roy Foushee agreed to send Typo's and corrections to the vendor for revision.

Guy agreed to add a statement to the application page or draft a letter regarding the national standards test.

Guy agreed to draft a press release regarding our new exam.

Joy agreed to print and provide the new study guide to prospective applicants.

Joy agreed to contact Vicki Smith to locate our Salvato and Marriott hard copy books.

Motion for the Committee to begin using the new Exam on January 1, 2007.

Dan Troutman.

Seconded Roy Foushee.

All in Favor.

Matt Rhodes stated it would be preferable if the Committee could track the success rate of the exam beginning January 1. Joy agreed to pursue.

New Business:

The Committee agreed to provide the 3rd installment payment to the vendor for the exam, including a letter of thanks for the prompt and accurate development.

Joy discussed the budget and provided a copy of the budget to the Committee members.

Our budget numbers matched the Cabinet budget numbers and were reconciled.

Motion to accept the budget. Matt Rhodes.

Seconded, Ed Cecil.

All in favor.

Roy asked if we could revise our application page and add our ethics statement.

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Ed discussed a KOWA request for honorarium. Motion to approve, but the Committee needed additional information to fully approve the full amount.

Guy discussed the need for the committee to have certain specific information from associations requesting honorariums, including speaker names, and the associated cost of the speaker to the associations.

Dan Troutman discussed the KAMFES honorarium request. After discussion, there was insufficient information provided to grant the full honorarium request. The Committee denied the full request and will provide the information back to KAMFES for re-submittal. The committee approved up to \$300 for the cost of one speaker due to adequate information provided.

Guy agreed to develop a uniform "form" for honorarium requests. To be provided for review at next meeting.

11-30-06

The Committee discussed the upcoming Registered Sanitarians Training Award.

Guy stated information has been sent out to LHD's and others requesting nominations for the training award. As the deadline for the submittal will be prior to the Committee's next meeting, we will distribute the candidates' information via mail and vote via email.

The Committee discussed a member's delinquent status. This individual has been on sabbatical out of the country for a prolonged period of time. Roy agreed to check with the status of the individual and report back to the committee at next meeting.

The Committee discussed the request of Mr. Abraham Maekele of FDA, who lives in another state. This individual is wishing to take the exam, and Joy is coordinating a place and time to accommodate his needs. The Committee agreed not to send the exam via mail to others to proxy. The stance of the board is that he will need to come to KY to take the exam.

The Committee discussed the acquisition of R.S. Pins. The Committee is about out of pins for new members and others requesting them. Joy discussed the cost and the substantial discount if volume is purchased.

Motion to move ahead with the purchase of the pins at a cost of \$1.89 per pin for 500.

Ed Cecil

Matt Rhodes, Seconded.

All in favor.

The Committee reviewed the classifications for Environmental Health Specialists in LHD's.

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After much discussion, the Committee agreed on recommendations that will be formalized and provided to the LHD personnel office. Attached separately is a copy of the final recommendations provided to LHD personnel.

Upcoming Exam Dates:

Jan 23, 2007	Lexington (KAMFES)
February 27	Boyle County
March 26	Louisville (Executive Inn West- KPHA)
April 10	Frankfort
May 25	Lexington (Fayette County Health Department)
June 12	Frankfort
July 24	Louisville
August 21	Frankfort
September	Louisville (Brown Hotel-Retail Food Conference)
October	West KY
November	Frankfort
December	Frankfort

The Committee reviewed transcripts and discussed new persons completing the exam. Motion to approve the following individuals as new Registered Sanitarians. Matt Rhodes. Seconded Ed Cecil.

All in favor.

Ralph Neller

Mark Sullivan

Aaron Anderson

Katherine Ann Schulman

Gretchen Weisenburger

Shana Davis

The Committee discussed a reciprocity request from Mr. David Rubiano. The documents were reviewed and a motion was provided by Dan Troutman to accept the request for reciprocity. Matt Rhodes, Seconded.

All in favor.

The Committee reviewed several persons requesting inactive status.

Robert Billingsley, David Miller, Loran D. Gibson, and Daniel Charles have requested inactive status.

Matt Rhodes provided a motion to accept the individuals request for inactive status.

Ed Cecil, Seconded.

All in favor.

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Guy mentioned that we do want to have each director discuss our recruitment video with a school or a LHD to help get the video into a school to enhance our awareness.

Guy discussed with the Committee the Guidelines for Nursing Homes that were recently developed and issued by the Department for Public Health and the Office of Inspector General. These guidelines are recommendations for the operation of nursing homes and aggregate living facilities when there is an illness outbreak due to GI or Norovirus.

These protocols are designed to help the facility clean and disinfect food service articles as well as general environmental surfaces, to reduce the spread of illness. Guy stated there have been a number of outbreaks in these settings and quick work by DPH and OIG will help reduce these occurrences.

Next meeting to be held at General Butler SRP February 20-21, 2007.

Motion to adjourn.

Respectively Submitted:

Guy F. Delius, R.S.

Secretary